



YEAR END CLOSE TIMELINE



Timeline for Commands - FY06 Year End Close

DATE	ACTION
16-Aug-06	Report FY06 unobligated fixed costs; submit a plan for all deferred requirements along with the associated impact to your ABO analyst
17-Aug-06	Return 100% of cancelling-year funds (FY01)
Weekly Sep 06	Flash Report (estimated BA unobligated balance to ABO/Friday Noon)
1-Sep-06	Turn in of prior year unobligated funds
12-Sep-06	Turn in unused limitation authority (.0012, .0014, .0015, .0017) to ABO
14-Sep-06	Provide primary & alternate organization year-end close POC info to ABO (names, e-mail addresses, and telephone numbers)
28 Sep 06 (1700 EDT)	Return FY06 excess funds/Report unobligated balance (smaller cmds)
29 Sep 06 (1700 EDT)	Return FY06 excess funds/Report unobligated balance (larger cmds)
30 Sep 06 (2400 EDT)	Final Close / Report unobligated balance to ABO by SAG
1 Oct 06 (until released)	Ensure key people available until released by ABO
Continually	Submit justification for reprogramming actions for all SAGs. Critical SAGs: 111, 112, 113, 114, 115, 123, 131, & 132